

**CITY OF MUSKEGON**  
**PLANNING COMMISSION**  
**REGULAR MEETING**

DATE OF MEETING: Thursday, January 16, 2020  
TIME OF MEETING: 4:00 p.m.  
PLACE OF MEETING: Commission Chambers, First Floor, Muskegon City Hall

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**AGENDA**

- I. Roll Call
- II. Approval of Minutes from the regular meeting of December 12, 2019.
- III. Public Hearings
  - A. Hearing, Case 2020-01: Request for a minor departure from the Form Based Code ordinance to allow for a larger projecting sign (36" x 180") than allowed and also an additional ATM sign (24" x 20") at 285 W Western, by Family Financial Credit Union.
  - B. Hearing, Case 2020-02: Request to amend Section 2321 of the Zoning Ordinance to allow Wireless Communication Support Facilities as a special use permitted in the overlay district at 770 Terrace St, by Pyramid Network Services.
  - C. Hearing, Case 2020-03: Request for a special use permit to allow for a Wireless Communication Support Facility (monopole) at 770 Terrace St, contingent upon the successful amendment to the ordinance in Case 2020-02, by Pyramid Network Services.
  - D. Hearing, Case 2020-04: Staff initiated request to rezone the property at 372 Morris Ave from Form Based Code, Downtown to Form Based Code, Mainstreet.
- IV. New Business
- V. Old Business
- VI. Other
  - a. Review of Chapter 5 of "Suburban Nation"
- VII. Adjourn

AMERICAN DISABILITY ACT POLICY FOR ACCESS TO OPEN MEETING OF THE  
CITY COMMISSION AND ANY OF ITS COMMITTEES OR SUBCOMMITTEES

The City of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the meeting, upon twenty-four hour notice to the City of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the City of Muskegon by

writing or calling the following:

Ann Meisch, City Clerk  
933 Terrace Street

## STAFF REPORT

January 16, 2020

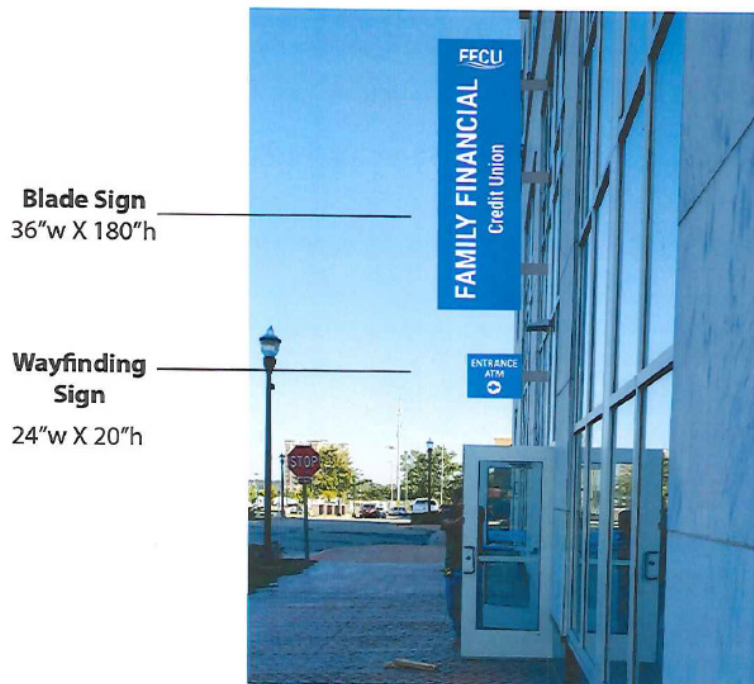
Hearing, Case 2020-01: Request for a minor departure from the Form Based Code ordinance to allow for a larger projecting sign (36" X 180") than allowed and also an additional ATM sign (24" X 20") at 285 W Western, by Family Financial Credit Union.

### SUMMARY

1. The property is zoned Form Based Code, Mainstreet.
2. Family Financial Credit Union will be moving into a suite facing 1<sup>st</sup> St in the Highpoint Flats building at 285 W Western.
3. They are proposing a projecting sign that measures 36" wide X 180" high. Projecting signs are limited to 36" wide and 48" high by the Form Based Code.
4. They are also requesting a second smaller sign (24"w X 20"h) that depicts the ATM location. The Form Based Code limits projections signs to one per business.
5. Notice letters were sent to properties within 300 feet of this property. At the time of this writing, staff had not received any comments from the public.

### Sign Rendering

(staff does not believe this rendering accurately depicts a 15 foot tall sign. The door pictured is seven feet tall)



## STAFF RECOMMENDATION

The Planning Commission has previously approved a departure for a large projecting sign at the Berkshire building (275 W Clay). However, that sign depicts the name of the building, rather than an individual business, which is common among the larger signs in downtown Muskegon (Amazon, Frauenthal). Staff does not recommend very large projecting signs for individual businesses. Staff also recommends that the ATM sign be included at the bottom of a projecting sign or placed as a wall sign.

### Conforming Projecting Sign at 351 W Western



## DELIBERATION

*Motion for consideration:*

I move that the request for a minor departure from the Form Based Code ordinance to allow for a larger projecting sign (36" X 180") than allowed and also an additional ATM sign (24" X 20") at 285 W Western be (approved/denied).

Hearing, Case 2020-02: Request to amend Section 2321 of the Zoning Ordinance to allow Wireless Communication Support Facilities as a special use permitted in the overlay district at 770 Terrace St, by Pyramid Network Services.

## **SUMMARY**

1. The zoning ordinance defines a “Wireless Communication Support Facilities (WCSF)” as: A monopole, guyed, or lattice type tower designed for the attachment of or as support for wireless communication antennas or other antennas.
2. Please see the zoning excerpt on WCSF’s.
3. WCSF’s are only allowed as a Special Use Permitted in six locations throughout the City. The applicant is seeking approval to allow another location at the Central Fire Station at 770 Terrace St.
4. Please see the enclosed location maps and project description. This project is supported by the Muskegon Public Safety Division as a necessary component for First Responder incidents.

## **STAFF RECOMMENDATION**

Staff recommends approval of the zoning ordinance amendment to allow WCSF’s as a Special Use Permitted at 770 Terrace St.

## **DELIBERATION**

*Motion for consideration:*

I move that the request to amend Section 2321 of the Zoning Ordinance to allow Wireless Communication Support Facilities as a Special Use Permitted in the overlay district at 770 Terrace St be recommended to the City Commission for (approval/denial).

Hearing, Case 2020-03: Request for a special use permit to allow for a Wireless Communication Support Facility (monopole) at 770 Terrace St, contingent upon the successful amendment to the ordinance in Case 2020-02, by Pyramid Network Services.

## **SUMMARY**

1. This request is contingent upon the successful amendment to the zoning ordinance that would allow WCSF's as a Special Use Permitted at 770 Terrace St.
2. The request is for a 195' tall monopole without guide wires.
3. Please see the enclosed location maps and project description.
4. The proposed monopole appears to meet all of the requirements for obtaining a Special Land Use Permit, as long as it does not have a shiny or metallic finish.

## **STAFF RECOMMENDATION**

Staff recommends approval monopole as presented.

## **DELIBERATION**

*Motion for consideration:*

I move that the request for a Special Use Permit to allow for a Wireless Communication Support Facility (monopole) at 770 Terrace St, contingent upon the successful amendment to the ordinance in Case 2020-02, be (approved/denied) with the following condition:

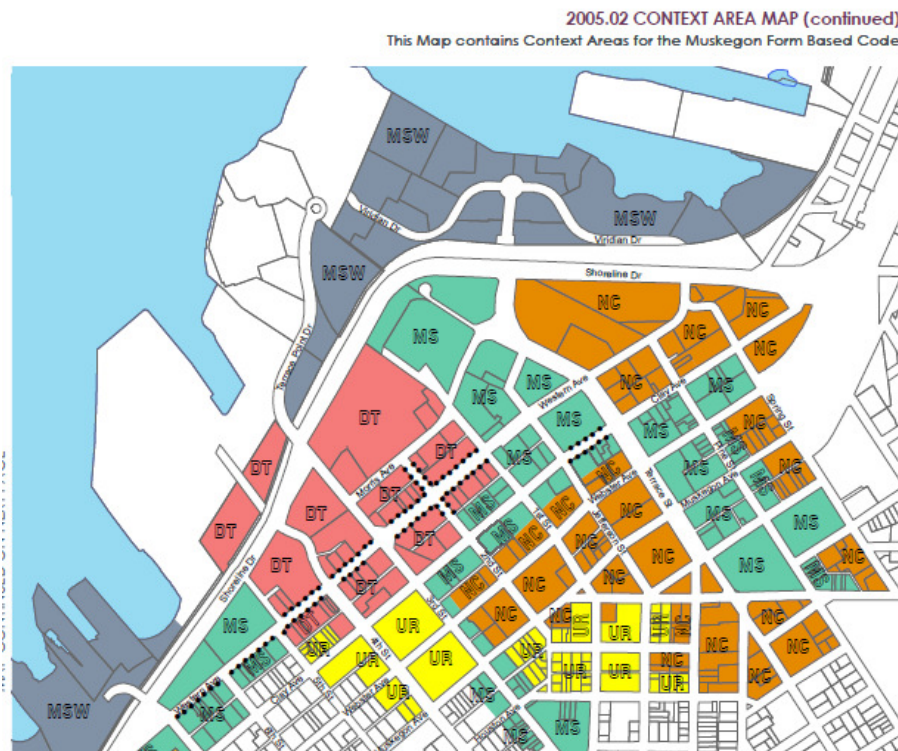
1. The monopole does not have a shiny or metallic finish.

Hearing, Case 2020-04: Staff initiated request to rezone the property at 372 Morris Ave from Form Based Code, Downtown to Form Based Code, Mainstreet.

## SUMMARY

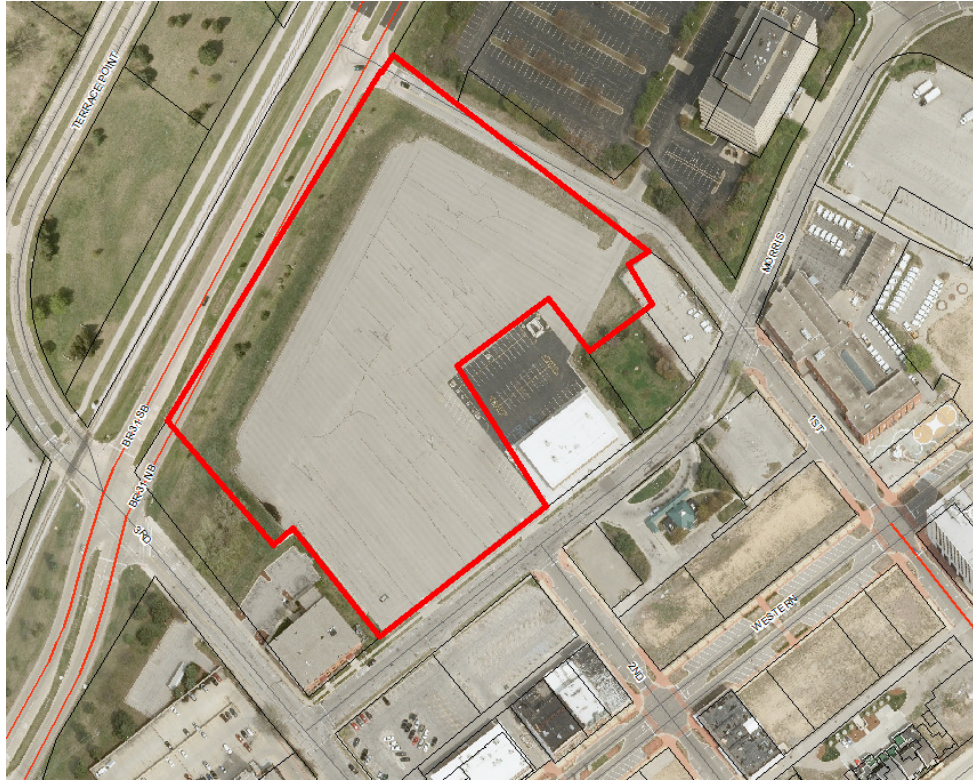
1. The property measures nearly eight acres and is zoned Form Based Code, Downtown. This zoning designation only allows for mixed-use buildings.
2. The property owner has plans to develop this lot, but they would like to offer a different variety of buildings within the development. Preliminary plans include a hotel, parking garage with retail frontage, entertainment center, dining, event space and townhomes. The mainstreet context area would allow for all of these building types.
3. Please see the enclosed preliminary site plan.
4. Please see the enclosed zoning ordinance excerpt on Mainstreet Context Areas.
5. After the successful rezoning, the applicant plans to apply to the Planning Commission for a “Specific Development Plan” as allowed in Section 2002.01D of the Form Based Code.

## Zoning Map





## Aerial Map



### STAFF RECOMMENDATION

Staff recommends approval of the rezoning.

### DELIBERATION

*Motion for consideration:*

I move that the request to rezone the property at 372 Morris Ave from Form Based Code, Downtown to Form Based Code, Mainstreet be recommended to City Commission for (approval/denial).